



COMMONWEALTH of VIRGINIA

Department for the Aging

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Note: The web addresses (links) in this document may change over time. The Department for the Aging does not attempt to refresh the links once the week has passed. However, this document is maintained on the web for a period of time as a reference. Some links may require registration.



COMMONWEALTH of VIRGINIA
Department for the Aging

MEMORANDUM

TO: Executive Directors
Area Agencies on Aging

FROM: Ellen Nau, Human Services Program Coordinator

DATE: June 10, 2008

SUBJECT: Building Partnerships – Best Practice

Senior Services of Southeastern Virginia

Senior Services of Southeastern Virginia (SSSEVA) followed the theme of Older Americans Month 2008, "Working Together for Strong Healthy Communities", by launching its Center for Aging's (CFA) Aging Affiliates Program. The goal of the affiliates program is to have other organizations enhance the lives of seniors, caregivers and people with disabilities through advocacy, education, information and comprehensive services.

Cathy Spriggs, Program Developer at SSSEVA, identified nine sites in the agency's service area to provide access to information about wellness, community health and long-term care services, volunteer services and opportunities for residents in the site's neighborhood. Seven of the CFA affiliate sites are communities of faith, one is the Philippine Cultural Center and Community Center, and one is the Salvation Army.

Two May training sessions conducted at SSSEVA for the affiliate volunteers included information about SSSEVA and its programs. In addition, SSEVA established a working relationship with the Endependence Center, Inc to provide training for CFA staff with the goal of improving access to benefits and services for adults with disabilities.

Two CFA affiliate sites began operations in May, 2008. More sites will begin the program in June. For further information on the CFA affiliates' program, contact Cathy Spriggs. 757-461-9481 or CathyS@ssseva.org.



COMMONWEALTH of VIRGINIA
Department for the Aging

MEMORANDUM

TO: Executive Directors
Area Agencies on Aging

AND: Nutrition Directors
Health Promotion – Disease Prevention Coordinators

FROM: Elaine S. Smith, MS, RD
Program Coordinator

DATE: June 10, 2008

SUBJECT: Maturity Health Matters: FDA Online Newsletter for Older Adults

The U.S. Administration on Aging is pleased to share information about an online newsletter published by the HHS Food and Drug Administration (FDA) called "Maturity Health Matters." This newsletter features information about FDA-regulated products for older adults, their families and caregivers. It focuses on FDA-approved products that help people live longer, more productive lives. You may view two of the most recent issues by visiting:

<http://www.fda.gov/cdrh/maturityhealthmatters/issue8.html> (Most current issue of Maturity Health Matters, Spring 2008)

<http://www.fda.gov/cdrh/maturityhealthmatters/issue7.html> (This issue is focused on men's health).



COMMONWEALTH of VIRGINIA
Department for the Aging

MEMORANDUM

TO: Executive Directors
Area Agencies on Aging

FROM: Janet James, Esq., State Legal Services Director

DATE: June 10, 2008

SUBJECT: SAVE THE DATE!! AUGUST 19-21, 2008

2 ½ Day Legal Service Standard Training for AAA & Legal Aid Directors

Save the Date!

Reminder!

August 19th thru 21st

Project 2025 Training for AAAs and Legal Aids

Please mark your calendars now and plan to attend the 2½ Day Project 2025 Training for AAA and Legal Aid Directors.

This training will help AAAs with measurement reporting and the correct application of the revised legal assistance Service Standard, and will create a forum to help foster continued and improved collaborative efforts between AAAs and Legal Aids.

****More information to follow.***



COMMONWEALTH of VIRGINIA
Department for the Aging

MEMORANDUM

TO: Executive Directors
Area Agencies on Aging

FROM: Kathy Miller, Director of Long-Term Care

DATE: June 10, 2008

SUBJECT: Livable Home Tax Credits

Individuals filing Virginia income tax returns who have purchased a new residential housing unit with universal visitability or accessibility features or retrofitted a residence to improve accessibility or provide universal visitability, on or after January 1, 2008, are eligible for a livable home tax credit beginning in 2009. The tax credit amount is \$500 for the purchase of a new residence, or 25% of the cost of the retrofitting activities, not to exceed \$500. Any tax credit that exceeds the eligible individual's tax liability can be carried forward for up to 5 years. Applications must be filed by February 28 of the year following the year in which the purchase or retrofitting is completed.

Please see the attached program guidelines and definitions. For more information, please contact Kathy Robertson at the Virginia Department of Housing and Community Development (DHCD) at (804) 225-3129.

Livable Home Tax Credits Program Guidelines

Purpose: To improve accessibility and provide universal visitability by providing state tax credits for the purchase of new units or retrofitting of residential units.

Eligible Activities: 1) The purchase of a new residence that has universal visibility or accessibility features. 2) Retrofitting of a residence to improve accessibility or provide universal visitability.

In order for the purchase of a new residence to qualify for tax credits it must include the three features of Universal Visitability or include at least three accessibility features and meet the requirements of an existing standard (please see definitions).

Retrofitting of an existing residential unit must include at least one accessibility feature, lifts or elevators and meet the requirements of an existing standard or provide sensory modifications in order to qualify for tax credits.

All accessibility features, lifts, elevators and Universal Visitability features must be completed in conformity with the applicable provisions of the Uniform Statewide Building Code.

Accessibility features that are provided in order to comply with existing Fair Housing, Equal Opportunity, American with Disabilities Act or other local, state or federal requirements are not eligible for tax credits.

Costs for the purchase of the residence or accessibility or visitability features must be incurred by the tax credit applicant in order to claim the tax credit. Accessibility features that are funded through the Granting Freedom Program, Indoor Plumbing and Rehabilitation Program, the Community Development Block Grant Program, Accessibility Modification Program or other local, state or federal programs are not eligible for tax credits. Any portion of costs borne by the tax credit applicant under matching requirements of these programs may be eligible for tax credits.

Eligible Applicants: Persons filing Virginia individual income tax returns who have incurred costs for the purchase of new residential units with accessibility or Universal Visitability features or for the retrofitting of residential units with accessibility or Universal Visitability features on or after January 1, 2008. Eligible purchase or retrofitting expenses may not be claimed by more than one tax payer.

Tax Credits: \$500 for the purchase of a new residence and 25 percent of the cost of retrofitting activities not to exceed \$500. Any tax credit that exceeds the eligible individual's tax liability may be carried forward for up to five years. If the total amount

of tax credits issued under this program exceeds \$1 million in a fiscal year, DHCD will pro rate the amount of credits among the eligible applicants.

Application Process: Applications are to be filed on forms prescribed by DHCD by February 28 of the year following the year in which the purchase or retrofitting was **completed**. Documentation must be submitted with the application. In the case of the purchase of a new residential unit, a copy of the executed sales contract must be attached. In the case of retrofitting copies of scope of work, work specifications, construction contracts, invoices and/or canceled checks documenting the type work, cost and payment must be attached. DHCD will issue tax credit certificates to eligible applicants to attach to their individual tax returns in order to claim the credit.

Definitions

Accessibility features – 1) Accessible route to a zero-step entrance on firm surface that is no steeper than 1:12 from a driveway or public sidewalk; 2) Zero-step entrance; 3) Doors with at least 32 inches of clear width; 4) Hallways and passages with at least 36 inches of clear width; 5) Accessible light switches, electrical outlets and environmental controls; 6) Accessible bathroom; and 7) Accessible and useable kitchen facilities. These features are to meet the specifications of an existing standard.

Existing standards – This includes adaptability features prescribed by the Virginia Uniform Statewide Building Code, the specifications of the American National Standards Institute, the Uniform Federal Accessibility Standard or Fair Housing Guidelines.

New residence – a unit purchased for use as a residence that has not been previously sold for occupancy as a residence. This includes newly constructed units and residential units created through the adaptive reuse of buildings previously used for non-residential uses.

Sensory Modifications – Alarms, appliances and controls designed to assist sensory disabled persons that are structurally integrated into the residential unit. Built-in appliances would meet this definition. Accommodations or features that can be removed and reinstalled in another residential unit and so reused at another location are not considered to be sensory modifications for the purposes of this tax credit program. Appliances or alarms that can be reinstalled in another residence would not meet this definition.

Universal Visitability- 1) at least one zero-step entrance approached by an accessible route on a firm surface no steeper than 1:12 slope proceeding from a driveway or public sidewalk; 2) An accessible bathroom (can be a half bath/powder room) on the same floor as the zero-step entrance); and 3) Doors with at least 32 inches of clear width and hallways/passage ways of at least 36 inches of clear width to the accessible bathroom and eating area.



COMMONWEALTH of VIRGINIA
Department for the Aging

MEMORANDUM

TO: Executive Directors
Area Agencies on Aging

FROM: Kathy Miller
Director of Long-Term Care

DATE: June 10, 2008

SUBJECT: April Unmet Demand for Services Report

Attached please find the Unmet Needs Report for the month of April. Please review the data for your agency and email me at kathy.miller@vda.virginia.gov if you have any changes or corrections.

The **next Unmet Needs Report** for the month of **July** will be **due** to me no later than **August 12**.

VIRGINIA DEPARTMENT OF

Unmet Demand for April 2020

	Adult Day Care			Home Delivered Meals			Homemaker			Personal
PSA	Unmet Demand (hours)	Persons Unserved	Persons Under-served	Unmet Demand (meals)	Persons Unserved	Persons Under-served	Unmet Demand (hours)	Persons Unserved	Persons Under-served	Unmet Demand (hours)
1	583	2	3	21,770	135	513	11,892	285	225	3,118
2	190	0	6	12,782	36	360	6,586	154	66	345
3	157	0	1	35,412	127	798	8,537	156	156	2,388
4	0	0	0	10,046	14	241	4,101	91	66	0
5	0	0	0	139	1	42	70	9	0	301
6	0	0	0	0	0	0	30	3	1	6
7	0	0	0	5,250	0	132	186	20	11	295
8A	0	0	0	344	8	0	0	0	0	0
8B	0	0	0	0	0	0	0	0	0	0
8C	6,992	57	0	1,385	5	29	0	0	0	0
8D	0	0	0	2,041	0	93	0	0	0	0
8E	150	1	3	0	0	0	39	1	1	826
9	0	0	0	524	0	53	15	0	2	152
10	42	3	1	52	4	0	100	6	0	883
11	0	0	0	399	17	29	88	18	4	0
12	0	0	0	25,480	7	677	303	7	56	720
13	84	1	2	748	13	21	5,546	172	27	1,332
14	0	0	0	13,960	46	280	2,560	50	6	0
15	0	0	0	0	0	0	0	0	0	76
16	0	0	0	0	0	0	180	30	0	0
17/18	0	0	0	1,725	7	67	571	10	12	2,728
19	0	0	0	0	0	0	275	7	44	0
20	0	0	0	0	0	0	192	2	0	224
21	175	0	1	0	0	0	0	0	0	8,249
22	0	0	0	120	11	0	60	2	0	10
TOTAL	8,373	64	17	132,177	431	3,335	41,331	1,023	677	21,653
ANNUAL	100,476			1,586,124			495,972			259,836
# AAAs	25			25			25			25

This information is provided by Area Agencies on Aging.

The Department is not responsible for the accuracy of the data provided by the Area Agencies on Aging.

**FOR THE AGING
2008**

I Care

Residential Repair

Transportation

Persons Unserved	Persons Under- served	Unmet Demand (homes)	Persons Unserved	Persons Under- served	Unmet Demand (trips)	Persons Unserved	Persons Under- served	PSA
48	0	186	210	31	4,844	336	131	1
0	52	205	205	0	13	2	1	2
34	8	119	101	40	28	8	5	3
0	0	0	0	0	1,088	11	45	4
14	1	3	3	0	0	0	0	5
2	0	0	0	0	0	0	0	6
12	9	0	0	0	60	30	0	7
0	0	0	0	0	0	0	0	8A
0	0	0	0	0	22	11	0	8B
0	0	0	0	0	0	0	0	8C
0	0	0	0	0	0	0	0	8D
16	0	2	2	0	103	5	50	8E
0	19	57	57	0	4,784	0	244	9
17	0	21	21	0	0	0	0	10
0	0	0	0	0	30	0	12	11
3	35	4	4	0	258	21	54	12
33	4	0	0	0	188	13	40	13
0	0	0	0	0	0	0	0	14
1	0	9	9	0	0	0	0	15
0	0	8	8	8	0	0	0	16
31	0	19	16	3	1,984	85	104	17/18
0	0	20	10	10	124	42	20	19
2	0	10	10	100	50	0	0	20
0	171	0	0	0	74	0	35	21
1	0	47	46	1	0	0	0	22
214	299	710	702	193	13,650	564	741	TOTAL
		8,520			163,800			ANNUAL
		25			25			# AAAs



COMMONWEALTH of VIRGINIA
Department for the Aging

MEMORANDUM

TO: Executive Directors
Area Agencies on Aging

FROM: Ellen Nau, Human Services Program Coordinator

DATE: June 10, 2008

SUBJECT: Relative Caregivers

Kinship Care Initiative Statewide Task Force and Information Network

The Task Force will meet at 9:30 A.M. on Wednesday, July 11 in the VDA Conference Room. Video conferencing for the meeting will be available from Mountain Empire Older Citizens, Inc., Fairfax County, Radford University and the Portsmouth Health Department. Items for discussion will include: current benefits for children in kinship care, a kinship care navigator site, the October, 2008 kinship care conference and education program for 2009. For further information, contact Ellen Nau at the Virginia Department for the Aging.

From the Brookdale Foundation:

HBO is looking for stories from your families for an HBO Family Special!

HBO is developing a new special on the theme of Family. This hour-long celebration will feature kids sharing their thoughts about the subject and will include original songs, portraits of different kinds of families, animated stories, and kids musing on love, memories, cultural traditions, parent(s), grandparents and all the things that make families, families.

The production team would love to hear what children and their families think about the subject, specifically from grandparents who are raising their grandchildren. If you are interested in sharing your story as they begin to develop their program, please feel free to email:

Titi Yu at titi.yu@hbo.com or leave a message at 212-512-5475. Talk to your families and contact HBO as soon as possible!

Resources

New online resource educates advocates about the needs of relative caregivers

Casey Family Programs, the ABA Center on Children and the Law and Generations United have partnered to create the Grandfamilies State Law and Policy Resource Center, found at www.grandfamilies.org. The Web site educates caregivers, legislators, advocates, policymakers and attorneys about state laws and legislation in support of grandfamilies.

From the National Resource Center for Family Centered Practice and Permanency Planning :

- **Effects of Separation and Loss on Children's Development**

http://www.nurturingparenting.com/research_validation/effects_separation_and_loss.pdf

This brief from Family Development Resources, reviews the short-term and long-term impact of separation from or loss of parents due to death, divorce, incarceration, or removal to foster care on children's psychological development.

- **Developmental Status and Early Intervention Service Needs of Maltreated Children**

<http://aspe.hhs.gov/hsp/08/devneeds/>

This study from the U.S. Department of Health and Human Services answers several key questions in regard to the effect of maltreatment on the developmental status of children. It looks at the services and solutions to developmental problems

Two Articles Now Available on the Impact of Kinship Care on the Lives of Children

Impact of Kinship Care on Behavioral Well-being for Children in Out-of-Home Care

David M. Rubin; Kevin J. Downes; Amanda L. R. O'Reilly; Robin Mekonnen; Xianqun Luan; Russell Localio

Arch Pediatr Adolesc Med. 2008;162(6):550-556. Published online June 2, 2008

Kinship Care and Lessened Child Behavior Problems: Possible Meanings and Implications

Richard P. Barth

Arch Pediatr Adolesc Med. 2008; 162(6):586-587.

Winner of Intergenerational Award from Generations United

Neighbors Growing Together – a Virginia Tech Intergenerational Program has won a Shared Site Best Practice Award from Generations United. Funded by Met Life Foundation, the award honors programs where people of different generations are engaged at the same site and interact through planned activities and informal interactions, such as a senior center with before- and after-school programs, an adult and child day care center, or a multigenerational community center.

Affiliated with Virginia Tech Adult Day Services, the Child Development Center for Learning and Research, and Blacksburg Middle School, Neighbors Growing Together works to improve the lives of people across the lifespan through intergenerational collaboration. The program is under the direction of Dr. Shannon Jarrott, Phd. of the Virginia Tech Department of Human Development. Dr. Jarrott can be reached at: sjarrott@vt.edu.

2008 Governor's Awards for Volunteerism and Public Service

Congratulations to **Petersburg Foster Grandparents, Inc., Petersburg**, for receiving the National Service Program Award, 2008 Governor's Award for Volunteerism and Public Service. The Petersburg Foster Grandparents program mentors children in public schools, child care facilities, juvenile detention centers, and homeless shelters. Under the leadership of Mattie Robertson, the program is located at Crater District Area Agency on Aging.



COMMONWEALTH of VIRGINIA
Department for the Aging

MEMORANDUM

TO: Executive Directors
Area Agencies on Aging

FROM: Elaine S. Smith, MS, RD
Program Coordinator

DATE: June 10, 2008

SUBJECT: Fan Care Program

I am pleased to announce that VDA has received funding from Dominion Virginia Power for the 2008 Fan Care Program. Four new agencies have been included in the program this year. They are Mountain Empire Older Citizens, Appalachian Agency for Senior Citizens, District Three Senior Services, and New River Valley Area Agency on Aging.

The program started on June 2, 2008 and will run through September 30, 2008. Program instructions and funding allocations follow. The reporting form is the same as that used last year and is due to VDA on the 10th of each month following the activity. The information sheets and forms are posted on the VDA website.

As an expansion of their EnergyShare program, Dominion is providing an additional \$8600 for the purchase of 4-packs of compact fluorescent light bulbs (CFL's) to be distributed to AAA recipients. The allocation of the light bulb funds, based on the number of fans and/or air conditioners distributed last year also follows.

Dominion has partnered with Home Depots in Virginia to administer the CFL initiative. If you go to Home Depot in a bordering state (NC, TN, MD, etc), you will not get the discount as Dominion has worked this out only for Virginia.

The particular CFL they are recommending is the 14 W (60 W incandescent equivalent) mini-spiral 4-pack at \$3.88 with the Dominion discount. The allocations are based on

Fan Care Program

June 10, 2008

Page 2 of 2

this price so this would be the best choice to maximize your savings. The SKU number for that CFL is 423599.

There are other pack sizes and bulb wattages included in the discount. Let me know if you are interested in a different product; I will provide the product listing.

Ask at Home Depot for the Dominion discount and they should know what you are talking about. If they don't, have them contact Rebecca Heller as follows:

Rebecca Heller
Associate Community Affairs Representative
Dominion
T (804) 771-4994
F (804) 771-4364
Rebecca.R.Heller@dom.com

Some agencies are concerned about the safety of giving the seniors these bulbs.

Dominion is working to produce a CFL safety tips card which can be handed out to each recipient as they get their CFL 4-pack. The card includes safety, recycling, and disposal information. Dominion will be sending out to each AAA a package containing heat stress tips, Energy Savers booklets, and the CFL Safety cards. Expect these materials later this week.

In the meantime, I found safety information on the energy star website. For your own info or if you would like to develop your own safety tips.

http://www.energystar.gov/ia/partners/promotions/change_light/downloads/Fact_Sheet_Mercury.pdf

Arlington County has a 1-pg. PDF file on CFL's:

<http://www.arlingtonva.us/Portals/Topics/documents/page62860.pdf>

Most of it is general info, only where to dispose of used bulbs is particular to Arlington County. You might check with your localities to see if they have something similar.

Attachments:

Fan Care Program Information Sheet
Fan Care Allocation
CFL Allocation
Fan Care Monthly Report Form

2008 FAN CARE Program

Contact Information

Virginia Department for the Aging

Elaine Smith

e-mail: elaine.smith@vda.virginia.gov

Phone: (804) 662-9319

Fax: (804) 662-9354

Dominion Virginia Power

Rebecca R. Heller

e-mail: Rebecca.R.Heller@dom.com

Phone: (804) 771-4994

Fax: (804) 771-4364

Rita Randolph

rita.randolph@dom.com

Phone: (804) 771-4414

General Information

- Sponsored by Dominion Virginia Power.
- Program runs from June 2 through September 30, 2008.
- Individual copies of the booklet "Energy Efficiency @ Home" and brochure "Senior Care" will be sent to AAA's upon request. Additional or bulk copies may be obtained by calling Rebecca Heller and requesting them.
- Wal-Mart has been a sponsor for several years, but if you find less expensive fans elsewhere, you are welcome to purchase them.
- The program starts June 2, 2008. However, if you have fans on hand from last year, you may distribute them early if you have requests from individuals that you feel need them. Make sure to report these fans in your first (June) monthly report.

Program Provider Information

- Must be 60 or older and have a situation at home that threatens their health.
- Primarily for the purchase of fans. Any type, floor, window, oscillating, etc.
- Up to 40% of funding may be used to purchase air conditioners. Any requests over 40% must be approved by Rita Randolph at Dominion Virginia Power (804-771-4414).
- Adjusted Gross Income must be at or below 150% of the federal poverty level.
- All income in the home must be counted, i.e. husband, wife, children, sisters, etc., as all members of the home will benefit from the fans.
- Monthly program reports **MUST** be sent via e-mail to Elaine Smith at VDA Elaine.Smith@vda.virginia.gov by the 10th of the following month. Required forms can be found on the VDA website <http://www.vda.virginia.gov>
- Request funding reimbursement on your AMR. Please be sure your program report and your AMR requests correspond.

Any questions on the reporting forms should be directed to Elaine Smith (804) 662-9319 or Elaine.Smith@vda.virginia.gov.

Fan Care Allocation

June 2008

PSA	Adjusted %	Allocation
1	4.17885	2,089
2	4.53764	2,269
3	7.01534	3,508
4	3.19153	1,596
5	1.02746	514
6	5.33803	2,669
7	0.71383	357
8A	1.53053	765
8B	1.81907	910
8C	4.92529	2,463
8D	0.73892	369
8E	1.28966	645
9	2.28952	1,145
10	2.88919	1,445
11	3.96181	1,981
12	2.28701	1,143
13	4.11737	2,059
14	4.18386	2,092
15	11.54671	5,773
16	2.29078	1,145
17/18	3.94676	1,973
19	4.33190	2,166
20	15.88238	7,941
21	5.96655	2,983
22		
Total	99.99999	50,000

jas

6/3/2008

		Served		CFL
		2007		Allocation
MEOC		75		\$ 375
AASC		70		\$ 350
District III		145		\$ 725
New River		35		\$ 175
LOA		18		\$ 90
Valley		101		\$ 505
Shenandoah		14		\$ 70
Alexandria		8		\$ 40
Arlington		33		\$ 165
Fairfax		38		\$ 190
Loudoun		4		\$ 20
Prince Wm		7		\$ 35
Rapp.-Rapidan		38		\$ 190
JABA		38		\$ 190
Central		16		\$ 80
Southern		74		\$ 370
Lake Country		133		\$ 665
Piedmont		67		\$ 335
CAAA		209		\$ 1,045
Rappahannock		42		\$ 210
Bay Aging		87		\$ 435
Crater		93		\$ 465
Senior Services		221		\$ 1,105
Peninsula		154		\$ 770
Total		1720		\$ 8,600

Based on clients served in 2007



Fan Care Report for month of _____

Fans Purchased _____ # A/Cs Purchased _____

Fans Distributed _____ # A/Cs Distributed _____

Fan Care Funds Spent \$ _____ Other Funds Spent \$ _____

Total Denials for the month _____

Were other funds donated to the Fan Care Program? i.e. Coop, citizen, business? ☐ Yes ☐ No

If yes, list Name of Business _____

If yes, list amount \$ _____

FROM: (YOUR NAME) _____

YOUR E-MAIL ADDRESS: _____

YOUR PHONE #: _____

AAA NAME: _____

PSA # _____

MUST BE E-MAILED TO ELAINE SMITH BY 10TH OF EACH MONTH

E-MAIL ADDRESS: elaine.smith@vda.virginia.gov



08-115

COMMONWEALTH of VIRGINIA
Department for the Aging

MEMORANDUM

TO: Executive Directors
Area Agencies on Aging

FROM: Ellen Nau, Human Services Program Coordinator

DATE: June 10, 2008

SUBJECT: Caregiving

Care Alliance Ireland announces National Carers Week 2008:

National Carers Week will launch on **Monday June 9th**. The aim of the week is to promote awareness of the invaluable contribution that Family Carers make to their families, & to the community. There will be a special focus on the role of young carers. The week will help people to identify themselves as carers and be aware of the support they can receive. It will also provide an opportunity for carers to come together, support one another & share ideas & information.

The following link will take you to more information regarding this event:
<http://www.carersweek.org/>.

Maturity Health Matters: FDA Online Newsletter for Older Adults

The U.S. Administration on Aging is pleased to share information about an online newsletter published by the HHS Food and Drug Administration (FDA) called "Maturity Health Matters." This newsletter features information about FDA-regulated products for older adults, their families and caregivers. It focuses on FDA-approved products that help people live longer, more productive lives. You may view two of the most recent issues by visiting:

<http://www.fda.gov/cdrh/maturityhealthmatters/issue8.html> (Most current issue of Maturity Health Matters, Spring 2008)

<http://www.fda.gov/cdrh/maturityhealthmatters/issue7.html> (This issue is focused on men's health)

Aging Together

Aging Together has been named an AoA Program Champion and will be listed on the AoA website starting June 9th. AoA is highlighting a program each day on the site from May through July. Aging Together has an extensive and provides family caregiving training. Aging Together received funding to establish collaboration with local Legal Services to hold trainings for local attorneys in elder law issues and to create guidelines to help seniors and their caregivers assess and choose attorneys and legal products. For further information, please contact Chris Miller at 540-829-6405 or cmiller@agingtogether.org.

LOA – Local Office on Aging

LOA is co-sponsoring a conference for caregivers with the Adult Care Center of Roanoke Valley, our local Alzheimer's Association and the Foundation for Roanoke Valley. It will feature Teepa Snow, a nationally known presenter on caregiving issues. The conference will be held July 2 and 3 at the Quality Inn in Salem Virginia from 8:45 A.M. until 3:45 P.M. A conference brochure is attached. For further information, contact Norma McCroskey at 540-345-0451 or loaltc@loa.org.

Fairfax AAA

Fairfax AAA will host its Annual "Give Care, Get Care" Event at Springfield, VA Country Club to honor caregivers **on November 7, 2008** 9:30 A.M. – 2:00 P.M. Featured speaker for the conference is Suzanne Mintz, President of the National Family Caregivers Association (NFCA), San Francisco, California. For further information, contact Yolanda Thompson at 703-324-541 or yolanda.thompson@fairfax.gov.

The National Alliance for Caregiving (NAC)

The NAC is seeking information on successful caregiving projects in rural areas. If you manage or know of such a project, please email Suzanne Stack at Suzanne@caregiving.org with the following information:

Your Name:

Your Organization:

Contact Phone:

Contact Email:

Brief Description of the Project (1-2 Sentences):

Location of Project:

The National Family Caregivers Association (NFCA)

NFCA announces a new geographically specific e-communities listserv technologies database of family caregiver reviews and comments on products and services of particular interest and concern to caregiving families within their area or state. Currently these geographically specific e-communities are operational in four states (Michigan, Nebraska, New Jersey and Virginia), other e-communities are being organized.

If you would like to join one of the existing e-communities (family caregivers only) or refer some one to an existing one please contact Stephen McMahon at Stephe@mcmahonsolutions.com or call 202-607-8762.

CDC Report on a Public Health Approach to Assuring Healthy Caregivers

The Centers for Disease Control and Prevention (CDC) and the Kimberly-Clark Corporation released a monograph, "Assuring Healthy Caregivers, A Public Health Approach to Translating Research into Practice: The RE-AIM Framework." The monograph presents key questions and methods to help program developers, planners and evaluators use the framework in caregiver intervention programs, policy work, and other caregiver support services. For more information, visit <http://www.cdc.gov/aging/caregiving/index.htm>.

Grants Available for Respite and Early Memory Loss Programs

The **Brookdale Foundation Group** has issued a Request for Proposals (RFP) for group respite and early memory loss programs. Non-profit organizations and public agencies interested in developing a new dementia-specific, social model program are eligible to apply. The grants are for \$7,500 for the first year and are renewable for \$3,000 in the second year based on evaluation of the first year's activities and potential for future continuity of the program. The deadline to apply is July 2, 2008. For more information visit <http://www.brookdalefoundation.org/>.

The Family Caregiver Alliance

NAC's new Family Care Navigator has recently gone "live." The website is a state-by-state directory of caregiver resources. It is intended to help locate government,

nonprofit, and private programs. It includes services for family caregivers, as well as resources for older or disabled adults living at home or in a residential facility. It also includes information on government health and disability programs, legal resources, disease-specific organizations and much more. It can be found as a link on the Family Caregiver Alliance website at www.caregiver.org.

Registration

One form must be completed for each registrant.
Forms may be copied. To register, complete and
return with payment to the address below.
Registration closes, June 24, 2008.

Name _____

Organization _____

City, State, Zip _____

Phone _____

Please select one for each day:

Day 1: Ham Sandwich _____ Vegetarian _____

Day 2: Turkey Sandwich _____ Vegetarian _____

I will be attending:

☐ Both days (\$35)

☐ Wednesday, July 2 only (\$25)

☐ Thursday, July 3 only (\$25)

I am enclosing a check in the amount of \$ _____.

Please charge \$ _____ to my Visa/Mastercard.

Account# _____

Name on Card _____

Phone Number _____

Billing Address _____

City _____ State _____ Zip _____

CVC Code (Last three digits on back of card) _____

Expiration date _____

Signature _____

Accepting the Challenge, LOA Area Agency on Aging
PO Box 14205, Roanoke, VA 24038.
fax credit card orders to 540-981-1487.

LOA Area Agency on Aging
PO Box 14205
Roanoke, VA 24038

Non-Profit
Organization
U.S. Postage Paid
Roanoke, VA
Permit No. 154

Accepting the Challenge

Best Practices of Caring
for People with Dementia

featuring **Teepa Snow**

**Wednesday, July 2 &
Thursday, July 3**

8:45 a.m. - 3:45 p.m.

Quality Inn Salem

179 Sheraton Drive, Salem

Exit 141 off I-81

sponsored by:



alzheimer's  association®

Who Should Attend

- ◆ Family members caring for persons with Alzheimer's and other dementias
- ◆ Community health providers
- ◆ Nursing home, assisted living, home care and adult day care center staff
- ◆ Anyone helping diagnosed individuals and families dealing with dementia

Why Attend

Learn new ways to have successful interactions with persons who have dementia.

Transform old thinking to new actions when coping with difficult behaviors.

Be aware of the wide array of available and accessible resources and services that can support and strengthen family caregivers and people with dementia.

Gain understanding about the latest research to find causes, preventions, cures, and treatments for Alzheimer's-type illnesses.

The Sponsors

Foundation for Roanoke Valley

Katherine Nelson Fishburn Foundation Fund
540-985-0204

Adult Care Center of Roanoke Valley

540-983-1026

Alzheimer's Association

540-345-7600

LOA Area Agency on Aging

540-345-0451

The Program

Registration (both days) 8:30 - 9 a.m.

July 2 Morning Session 9 a.m. - noon

The Basics About Dementia & Dementia Care

Designed to provide you with the latest and most accurate information about dementia and Alzheimer's disease.

Lunch

July 2 Afternoon Session 12:45 - 3:45 p.m.

Building Caregiving Skills for Dementia

Designed to provide you with strategies and methods of providing help to people with dementia that recognizes losses and uses retained abilities to promote the best care and positive outcomes in caregiving.

July 3 Morning Session 9 a.m. - noon

Advanced Information on Dementia and Alzheimer's Disease

Designed to provide you with a more in-depth understanding of the progression of dementia and behaviors that affect caregiving and daily activities. The session will also explore how personality traits and preferences affect behavior and communication for people with dementia as well as their caregivers.

Lunch

July 3 Afternoon Session 12:45 - 3:45 p.m.

Building Advanced Skills in Dementia Caregiving

Designed to provide you with advanced skills and strategies that build on basic skills of a positive physical approach and verbal communication skills.

These skills will help caregivers match helping behaviors and support to the stage of cognitive loss the person is experiencing.

Teepa Snow

Teepa is an occupational therapist currently working as a dementia care and dementia education specialist at an independent practice. She has clinical appointments with Duke University's School of Nursing and UNC-Chapel Hill's School of Medicine. She provides educational and training sessions to organizations and providers throughout the US. She also lectures for gerontology and health professional programs at colleges and universities across the country. She provides training and education for Alzheimer's Association and Alzheimer Society conferences, state health care provider organizations, professional association meetings, and caregiver programs and organizations.

Teepa has over 28 years of experience in geriatrics. Previously, she served as the education director and lead trainer for the Eastern NC Chapter of the Alzheimer's Association. She has also been a program director and an instructor for community college and a clinical associate professor at UNC's School of Medicine, Program on Aging. She has a strong and varied clinical background. She was the OT director in a head injury facility, a clinical specialist in geriatrics at a Veteran's Administration Medical Center and has worked as a restorative care coordinator for long term care facilities, as well as providing direct care in community, home health, long term care, assisted living, and rehabilitation settings. She has worked collaboratively to conduct clinical research in a variety of settings and on a variety of geriatric topics.

Teepa was born in West Virginia and raised in West Virginia and Pennsylvania. She attended Duke University as an undergraduate and graduated with a major in zoology. She then received her MS degree from the University of North Carolina in Chapel Hill in Occupational Therapy.

Teepa is a Fellow of the American Occupational Therapy Association, has received local, statewide, and national recognition for her expertise in geriatrics, dementia care and programming, and staff training. She has developed two training videos, published many articles, and presents locally, regionally, and nationally. She has received awards for her clinical and teaching skills from a wide variety of organizations.



COMMONWEALTH of VIRGINIA
Department for the Aging

MEMORANDUM

TO: Executive Directors
Area Agencies on Aging

FROM: Janet James, Esq., State Legal Services Director

DATE: June 10, 2008

SUBJECT: REVISED LEGAL ASSISTANCE SERVICE STANDARD
Final Opportunity to Comment on the Revised Service Standard Draft
Due by [6/25/2008](#)

This is a follow up to the presentation made to AAA Directors on April 24, 2008 at the Virginia Association of Area Agencies on Aging (V4A). For those of you who were unable to attend this meeting, a draft was presented on the revised Legal Assistance Service Standard for comment. Some comments have already been received.

Please review the attached revised Legal Assistance Service Standard draft and submit any additional comments by June 25, 2008 to janet.james@vda.virginia.gov.

This is the last opportunity to submit comments before submission to Commissioner Nablo for final approval and implementation. Once the revised standard is completed and published, technical assistance will be provided.

Thank you.

DRAFT for Discussion at V4A Meeting on April 24, 2008

Penny Hommel, TCSG 4/17/08

LEGAL ASSISTANCE
VIRGINIA DEPARTMENT FOR THE AGING
SERVICE STANDARD¹
(Effective 6/1/08)

I. SERVICE PROVIDED

Legal Assistance funded by Title III-B of the Older Americans Act (OAA)

II. DEFINITIONS

“Legal Assistance” as defined in the Older Americans Act --

(A) *means: Legal advice and representation provided by an attorney to older individuals (60 years of age and older) with economic or social needs; and*

(B) *includes*

- (i) *to the extent feasible, counseling or other appropriate assistance by a paralegal or law student under the direct supervision of an attorney; and*
- (ii) *counseling or representation by a nonlawyer where permitted by law.*

Public Law 109-365, §102(33) enacted 10/17/06²

In Virginia, “Legal Assistance” also includes –

Outreach to those in greatest social or economic need targeted under the Older Americans Act, education, group presentations and training designed to protect the legal rights of older adults using materials developed under the direct supervision of an attorney.

Terms used in the OAA definition of Legal Assistance have the following meanings:

- **“Attorney”** means: A lawyer licensed and authorized by the Virginia State Bar to practice law in the Commonwealth of Virginia.
- **“Nonlawyer”** means: A person who is not a licensed attorney, but who is

¹ If you have questions about anything contained in this Standard, please contact the Legal Services Developer, Janet James, at the Virginia Department for the Aging – Phone: (804) 662-7049; Email: Janet.James@vda.virginia.gov

² All sections of the Older Americans Act as Amended in 2006 {Public Law (P.L.) 109-365} referenced in this Standard can be found on both the Administration on Aging and The Center for Social Gerontology web sites:

http://www.aoa.dhhs.gov/OAA2006/Main_Site/oa/oa_full.asp and
<http://www.tcs.org/law/2006OAACompleteComp.pdf>

specifically permitted by federal or state law to provide limited counseling or representation (for example representation in Social Security administrative hearings and certain other public benefit hearings).

- **“Economic Need”**: The OAA does not define this term, but it does define “Greatest Economic Need” as “... *the need resulting from an income level at or below the poverty line.*” (P.L. 109-365, §102(23),(43))
- * **“Social Need”**: The OAA does not define “social need,” but it does define “Greatest Social Need” as “... *the need caused by non-economic factors, which include –*
(A) physical and mental disabilities;
(B) language barriers; and
(C) cultural, social, or geographical isolation, including isolation caused by racial or ethnic status, that –
(i) restricts the ability of an individual to perform normal daily tasks; or
(ii) threatens the capacity of the individual to live independently.
P.L. 109-365, §102(24)

“Unduplicated Client”: The US Administration on Aging requires states to report the numbers of “unduplicated” persons served with OAA funds. For legal assistance, this means the number of different individuals who received legal assistance from the legal provider during a Year. For the “unduplicated count,” a client is counted only once for the year regardless of how many times the client returned that year for assistance on either the same or different legal issues. Thus the number of “cases” handled by a legal provider is often greater than the number of “unduplicated clients.”

III. ELIGIBLE POPULATION

As defined in the OAA, Legal Assistance is for *persons aged 60+ “in social or economic need.”* The Act further specifies that services be particularly targeted to older individuals: with greatest economic need; with greatest social need; at risk for institutional placement; with limited English proficiency; low-income minority older individuals; and, those residing in rural areas. (See for example, P.L. 109-365, §306(a)(4)). In Virginia, the Stakeholders in Project 2025 have determined that residents of long-term care facilities are also a very important group to be targeted for legal assistance.

However, while the Act requires that these groups be particularly targeted for service, mechanisms to achieve targeting may not include the use of a means test. Allowable and effective mechanisms to achieve targeting without means testing include strategic outreach to specific target groups of older persons and/or persons who work with them, and focusing on particular types of legal issues that reflect the most critical and basic needs of the target populations, for example public benefits, housing, and long term care. While means testing is not allowed in emergency cases, emergency services will not necessarily go to persons in the target groups, nor fall into the

priority legal issue areas established for non-emergency cases.

IV. SERVICE DELIVERY ELEMENTS

A. TYPES OF LEGAL ASSISTANCE PROVIDERS

Legal assistance must be provided by an attorney or by a paralegal/law student under the direct supervision of a licensed attorney. The Act calls for Area Agencies on Aging (AAAs) to select as their legal assistance provider the entity that is best able to provide the targeted legal services described in the Act. Examples of things to consider in selecting the “best entity,” include such things as the capacity of the provider to:

- ◆ Protect the autonomy, dignity and independence of vulnerable older persons
- ◆ Focus outreach and service on the most socially or economically needy older persons – often those least able to advocate on their own behalf;
- ◆ Foster cost-effective, high quality legal services, having maximum impact on the most needy older persons and their most critical legal needs
- ◆ Assist vulnerable older persons in preventing legal problems through education and outreach
- ◆ Be accessible throughout the Planning and Service Area (PSA), particularly to the target populations specified in the OAA.

See the OAA, P.L. 109-365, §307(a)(11) for required contract provisions or contact the State Legal Services Developer at VDA for technical assistance (see Footnote 1).

AAAs can accomplish this through one, or a combination, of the following methods:

1. **CONTRACT WITH A LEGAL AID FUNDED BY LEGAL SERVICES CORPORATION (LSC).**
This means that the AAA contracts with an existing local legal aid program that is funded by the LSC and operates in accordance with Federal law.
2. **CONTRACT WITH A LEGAL AID NOT FUNDED BY LSC.**
This means that the AAA contracts with an existing local aid program that is not funded by the LSC. In this case, the OAA requires the Legal Aid not funded by LSC to coordinate services with any existing LSC-funded program in the area (usually a different local legal aid program) in order to maximize the use of limited OAA Title III-B funds.
3. **STAFF ATTORNEY HOUSED IN AAA:**
This means an attorney employed by the AAA who provides legal assistance directly to older clients in social or economic need. In this case, the OAA requires coordination of services with an existing LSC-funded program (usually a local legal aid program) in order to maximize the use of limited OAA Title III-B funds. It is important that, under this model, that the attorney not serve as in-house counsel to the AAA. Further, under the OAA, the AAA would need a waiver from VDA in order for the AAA staff

attorney to provide direct service to clients.

4. CONTRACT WITH A PRIVATE ATTORNEY.

This means that the AAA contracts with a private attorney to provide legal assistance to older clients in social or economic need. In this case, the OAA requires coordination of services with an existing LSC-funded program (usually a local legal aid program) in order to maximize the use of limited OAA Title III funds.

5. CONTRACT WITH A LAW SCHOOL CLINICAL PROGRAM.

This method has not been used thus far by AAAs in Virginia.

If a AAA is considering this arrangement, please contact the Legal Services Developer at VDA (see Footnote 1)

In all cases where practical, an attempt should be made to involve the private bar in legal assistance activities, including groups within the private bar willing to furnish legal assistance to older adults on a pro bono or reduced fee basis.

B. PRIORITY SERVICES:

The Older Americans Act uses the term “priority services” in two ways.

First, it designates legal assistance services as one of three priority services (access, in-home, and legal) that in the absence of a waiver from VDA, must be funded by every AAA. At a minimum, each AAA must fund each of the priority services at a base level established by VDA.

(P.L. 109—365 §306(a)(2), §307(a)(2)(C))

Second, the Act addresses the types of legal issues that are to receive priority in delivering services. It requires that in funding legal assistance services, area agencies “... *give priority to legal assistance related to income, health care, long-term care, nutrition, housing, utilities, protective services, defense of guardianship, abuse, neglect, and age discrimination.*” (P.L. 109—365 §307(a)(11) (E))

C. OUTREACH TO TARGET GROUPS, EDUCATION, TRAINING & PRESENTATIONS:

Recognizing that OAA III-B resources are inadequate to meet the legal needs of all elders, legal assistance services must be particularly targeted to older persons in greatest economic and social need. The OAA specifies a number of target groups, with emphasis on low-income elders, low-income minority elders, older persons with limited English proficiency, and those residing in rural areas. Often, the target populations don’t recognize their problems as being legal in nature and don’t know where or how to access affordable legal services. Further they are often the least able to advocate on their own behalf, while they are the most difficult to reach and serve. Targeted outreach and strategic education/presentations on critical legal issues affecting the most vulnerable/needy older persons are essential to effective targeting. This type of outreach and education is best achieved through joint planning by the AAA and

legal provider and coordinating efforts to conduct outreach and education. Qualified individuals will conduct outreach, education and training, and legal training materials will be developed under the direct supervision of an attorney.

D. PROHIBITED SERVICES:

Legal Assistance will not be provided for:

- Any criminal matter;
- Any civil action involving post criminal conviction relief;
- Any action concerning euthanasia or abortion;
- Any strike, boycott, picketing or demonstration; or
- Any illegal activity.

See 42 United States Code §2996e; 42 United States Code §2996f and 42 United States Code (USC) §14404.

Further, the OAA Regulations (Title 45 Code of Federal Regulations (CFR), §1321.71(g)-(k)) include prohibitions specific to III-B legal assistance providers and the use of III-B legal assistance funds. These include:

- providing legal assistance in fee-generating cases, with certain exceptions (45 CFR §1321.71(g));
- engage in specified prohibited political activities (45 CFR §1321.71(h));
- engage in lobbying activities as described in the Regulation (45 CFR §1321.71(i));
- participate in any public demonstrations, boycotts, etc. as described in the Regulation (45 CFR §1321.71(j));
- pay dues exceeding \$100 to any organization (other than a bar association) that engages in the above prohibited activities (45 CFR §1321.71(k)).

V. ASSESSMENT & REPORTING:

For legal assistance services, the Virginia Quick Form and Reporting Requirements are being revised to better capture information that is consistent across Virginia and that is truly meaningful in terms of such things as –

- types of clients being served (i.e. is targeting of those in greatest need being achieved),
- types of legal issues being addressed (e.g. housing, public benefits),
- level of services being provided (e.g. counsel and advice, representation at administrative hearing or in court)
- case outcome for the client.

In addition, information will be captured on

- special outreach efforts undertaken to reach target populations and types of community legal education activities undertaken.

See #2 below (Program Reports) for further information.

A. ADMINISTRATIVE/REPORTING ELEMENTS

1. UNITS OF SERVICE DEFINED:

As used *here*, “unit of service” is for reporting purposes only, not for billing purposes. Under the Administration on Aging NAPIS reporting system, a unit of service for legal assistance is an hour. What this means is that each hour of providing legal assistance (including such things as case preparation, legal research, drafting documents, preparing materials for outreach/community education, conducting the outreach/education, etc.) is equal to the corresponding number of “units.”

2. PROGRAM REPORTS:

As noted under # V above, the Virginia Quick Form and reporting requirements are being revised for legal assistance services. Certain baseline information will be required for all III-B legal providers across Virginia, though the means of capturing the information will differ from AAA to AAA, and provider to provider. For legal aid programs that already capture the information on their computerized case management systems (for example, the “KEMPS” system), the current Quick Form will be replaced by a computer-generated report to the AAAs. For other legal providers who do not use KEMPS or a comparable system, a revised version of the current Virginia Quick Form will be used.

Information to be reported is captured at three different points: (a) at client intake; (b) at case closing; and (c) when special outreach/community legal education activities are undertaken.

(a) At Client Intake: At the time of client intake, a client- specific assessment should be performed to capture information relevant to targeting and needed for reporting. This includes

- client demographics/characteristics such as age, gender, ethnicity, race;
- whether the client is “unduplicated” or not; and
- the type of legal issue on which the client is seeking assistance.

(b) At Case Closing: Information to be captured at the time of case closing includes

- the type of legal issue on which service was provided to the client;
- the level of service provided to the client
- the outcome of the service for the client’ and
- the total number of hours (“units”) spent by the provider on the client’s case.

(c) When Special Outreach/Community Legal Education Are Undertaken:

Information to be captured will include:

- dates and locations of outreach and education activities;
- type of outreach undertaken or topic of education presentation;

- specific groups targeted by the outreach or types of persons attending the education;
- estimated number of people reached through the outreach or participating in the education;
- estimated number of hours spent in preparation, travel, and conduct of the outreach or education.

3. INFORMATION TO BE REPORTED TO VDA FOR AIMS & DUE DATES

The information that must be reported by AAAs to the Virginia Department for the Aging (VDA) for AIMS and for VDA to then report to AoA includes:

- Number of “Unduplicated” Clients/Persons Served. *See the definition of “unduplicated” under roman numeral II above.*
- Number of Hours/”Units of Service” provided. *See definition of “unit of service” under V.A. 1. above.*

Due Dates: The above data required by VDA for AIMS is to be transmitted to VDA by the last day of the following month.

B. QUALITY ASSURANCE & CAPACITY

1. LEGAL ASSISTANCE PROVIDER/STAFF QUALIFICATIONS:

AAAs are to select as their legal providers, the entity that best meets certain capacity criteria that are important to quality assurance. Examples of important elements of quality assurance include:

- All attorneys are licensed to practice law in the Commonwealth of Virginia and adhere to the Virginia Rules of Professional Conduct and all professional regulatory requirements to practice law in the Commonwealth;
- Program staff (including attorneys and paralegals) have experience in serving older persons, and knowledge and understanding of legal issues most critical to meeting needs of the most socially and economically needy elders;
- Programs have mechanisms in place to protect against conflict of interest, to assure client confidentiality, and to assess client satisfaction.

2. CRIMINAL BACKGROUND CHECKS:

VDA strongly recommends that the agency and its contractors protect their vulnerable older clients by conducting criminal background checks for staff providing any service where they go to or into a client’s home.

3. STAFF TRAINING:

At a minimum, legal provider staff must meet continuing legal education requirements to practice law in the Commonwealth. Beyond the minimum, they should have a system to assure sufficient training of all relevant III-B legal staff to keep them current on the most critical legal issues affecting older persons in greatest economic or social need.